

WISCONSIN ELECTIONS COMMISSION

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DATE: January 5, 2018

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Patrick Brennan
WisVote Training Officer

Allison Coakley
Training Coordinator

SUBJECT: Managing and Tracking Absentee Ballots in WisVote

Webinar for New or Current WisVote Users

Managing and Tracking Absentee Ballots in WisVote

Tuesday, January 9, 2018: 10:00 a.m. – 11:00 a.m.

Registration Link: <https://attendee.gotowebinar.com/register/8090959011014931202>

This webinar will cover the absentee lifecycle in WisVote. Topics covered will range from creating absentee applications through tracking and recording final ballot disposition, including in-person absentee voting. Webinar materials will be posted Monday morning.

The webcast will be posted by the Thursday following the session on the WEC website for clerks to review at their convenience: <http://elections.wi.gov/clerks/education-training/webinars>. The training counts toward training hours whether you participate in the live webinar or review the recording at a later date.

Live Webinar Requirements

You must be able to view videos on your computer, using a media application such as Windows Media Player. You will be connected to audio using your computer's speakers. If you are unable to access the audio over your computer speakers, you may select "Use Telephone" after joining the webinar. Using the telephone for audio is a **toll charge**. If you have questions about the technical aspects of the webinar, please contact the Elections Help Desk at elections@wi.gov or (608) 261-2028.

The webinar has a maximum of 500 participants. In response to input from clerks, phones will be muted to reduce ambient noise. Questions may be typed in and will be answered by WEC staff for the benefit of the participants as time allows. A list of Frequently Asked Questions (FAQs) generated from the webinar will be posted after the webcast.

We look forward to you joining us for the webinar on Tuesday. If you have any questions, please contact Patrick: patrickt.brennan@wi.gov or Allison: allison.coakley@wi.gov. Thank you.